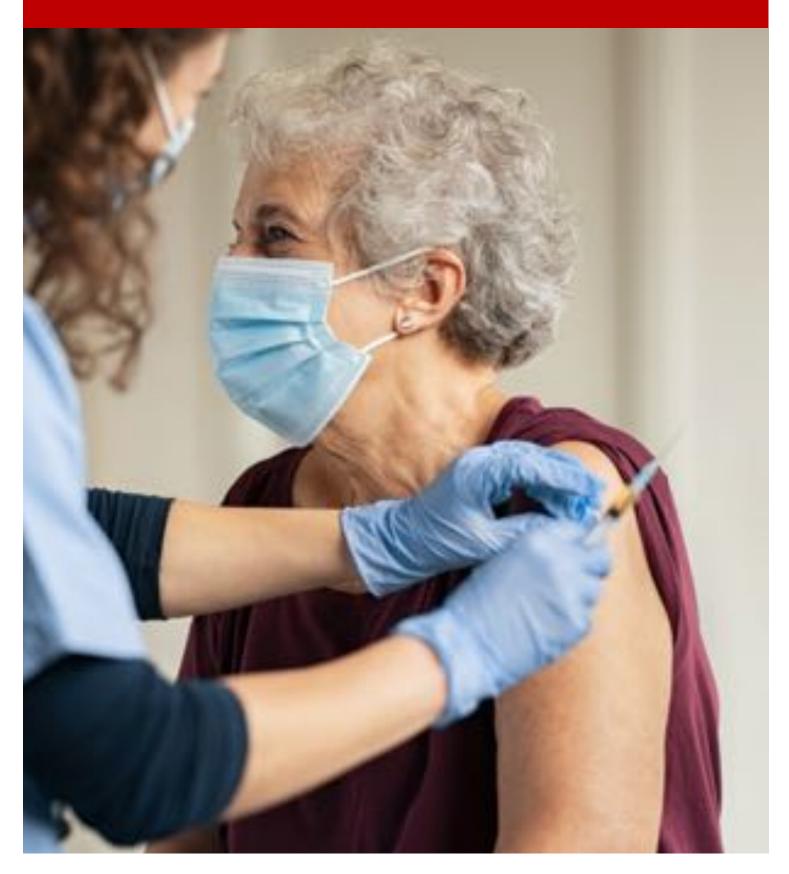
Vaccination Appointment Guide













Vaccination Appointment Guide

The District of Columbia Department of Health (DC Health) continues to make progress with our COVID-19 vaccine distribution planning. We are working with the federal government and local partners within the District to plan for the distribution of the COVID-19 vaccine as doses become available.

In order to receive the vaccine, you must register for an appointment. Please use the following guide to help you through the process of registering for an appointment online.

Before You Start:

Before beginning registration, visit vaccinate.dc.gov to confirm you are in the current priority group.

You will be asked for your email to send your appointment confirmation, please be sure to have an email that you have access to prior to registering.



If you are unable to access the online vaccine portal or do not have internet access, please call the District's call center at 855-363-0333, for assistance with vaccine registration.











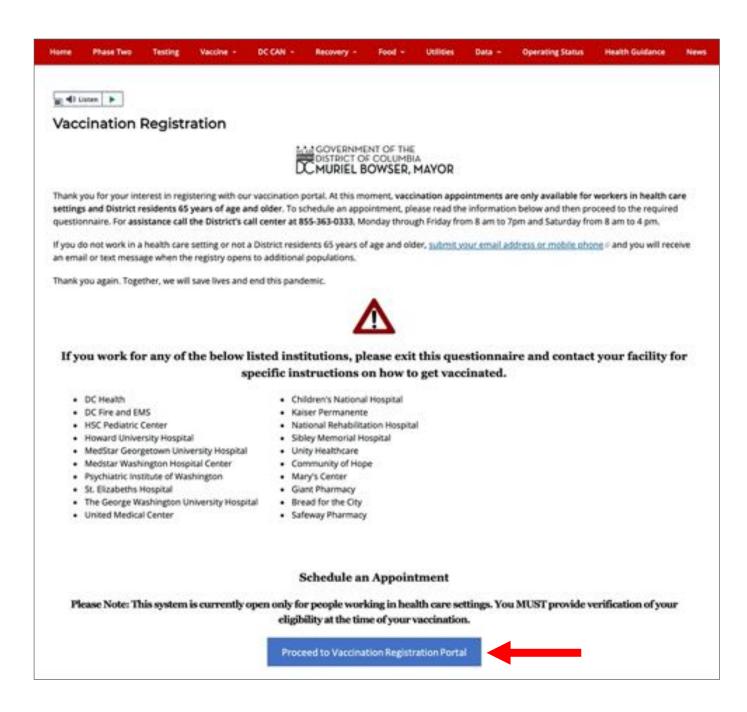








 From <u>vaccinate.dc.gov</u> click the blue "Proceed to Vaccination Registration Portal" button to start.





Note: For the best experience, please use a modern web browser such as **Chrome, Safari, Edge, or Firefox**. Internet Explorer will not work. Your computer should also be using the following operating system: Windows 7, 8.1, 10 and above and iOS Leopard and above (Version 11).

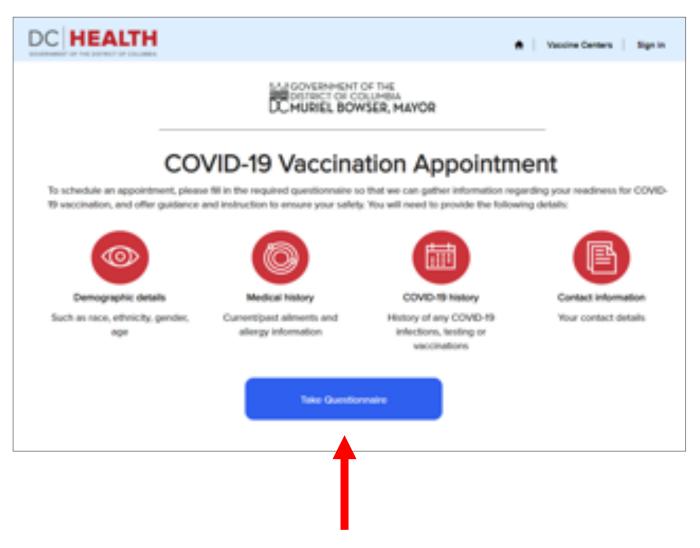








2. You are now on the COVID-19 Appointment Portal. Please review and gather the information needed to make an appointment.



Click the blue "Take Questionnaire" Button.



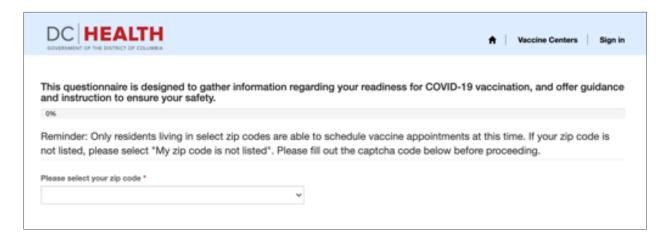






3. Initial Screening. First input your zip code.

Priority zip codes include areas of the city where residents are disproportionately affected by COVID-19, including number of cases and mortality rate.



Next, fill out the CAPTCHA. Type the letters and numbers as you see them in the image. Press the "Next" button.

What is a CAPTCHA? A CAPTCHA is a type test used in computing to determine whether or not the user is human or a bot.



If it's hard to see the letters, click the words "Play the audio code". You will hear some words and/or numbers. Type the number(s) and/or the first letter of each word you hear.

In the example picture above there is the code pW2TQmz, so this is what you would hear: papa whiskey 2 tango queen mike zulu.

You will type pw2tqmz

When you type in the letters, it does not matter if they are capital (M) or lowercase (m). Click the blue "Next" button. If you cannot hear the words, make sure the volume on your computer, tablet or phone is loud enough.









4. Begin answering the questionnaire. Click the arrow (▼) on the right hand side of each box. You will see several choices. Pick the one that is true for you.

Please complete all of the questions that have a red asterisk*



Please Note: For District residents aged 65 and older, you do not need to bring a work ID badge, letter from your employer, or a pay stub to your appointment. This is a note meant for health care workers part of phase 1a.









5. If you're not sure you have a high risk or chronic medical condition, click the words "High Risk Details" and look at the list of medical conditions that appears. If you see your condition on that list, click "Yes".











If you have not gotten sick before when you had a vaccine, answer "No".











7. If the doctor has not told you to stay home or away from other people because you have COVID-19 or another sickness, answer "No". If the doctor has told you to stay home or away from other people because you have COVID-19 or another sickness, answer "Yes".

If this is the first time you have had a COVID-19 vaccination, answer "Yes". If this is not the first time you have had a COVID-19 vaccination, answer "No".











8. Type in your: First Name, Last Name, your Address, Email Address and Phone Number.











9. Select your: gender, race, ethnicity, birth month, day, and year, and insurance info.



Click the blue "**Next**" button at the bottom of the page.











10. If you have forgotten to complete a required question or a question wasn't answered correctly, a pink box will appear and give you instructions for correcting.



After you make any corrections, **click** the blue "**Next**" button to continue.







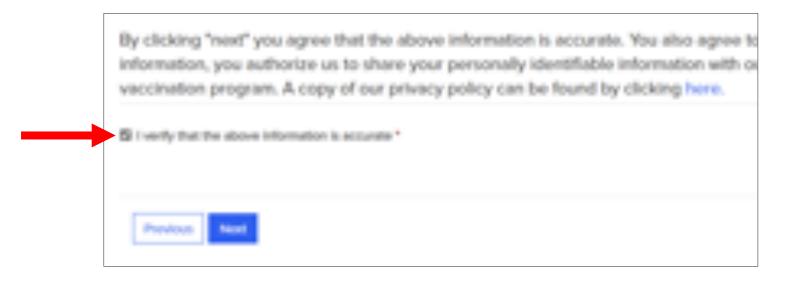




11. You will be prompted to verify the information. Check the form to make sure everything is correct.



If the information is correct, **click** the small **box** near the words "I verify that the above information is accurate".



Click the blue "**Next**" button at the bottom of the page.

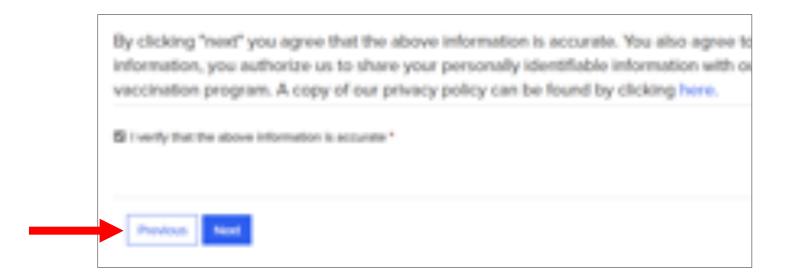








12. If the information is not correct, click the white "Previous" button at the bottom of the screen. You can then return to your form and make changes.



Once the information is correct, click the small box near the words "I verify that the above information is accurate".

Click the blue "**Next**" button at the bottom of the page.

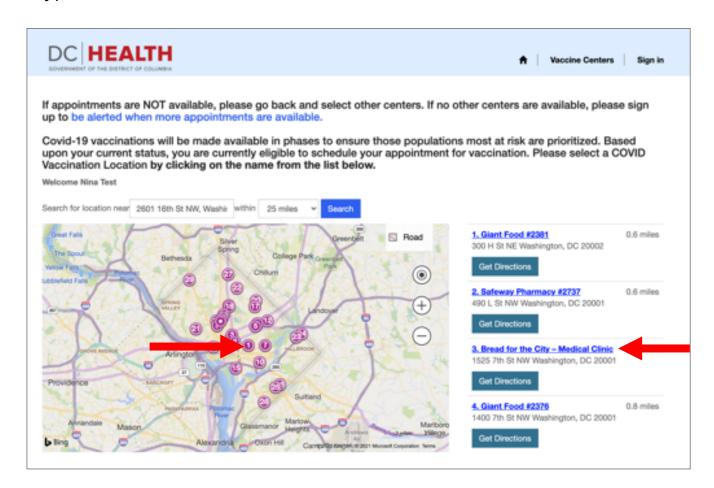








13. Find a location. On this page you will look at locations offering vaccines, choose one that works for you by clicking the bright blue hyperlinked name.



Use the map to see locations in proximity to your residence. The numbers correlate to the list of locations on the right side of the screen.

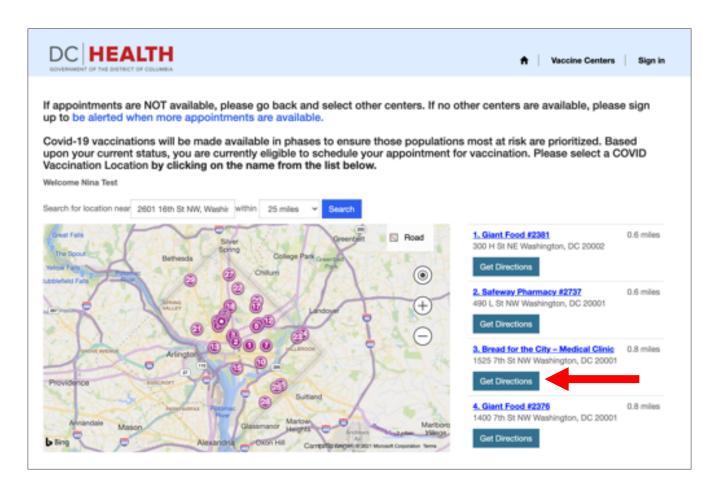








14. Click the Get Directions button under a location to generate a map from where you are to the appointment address.



Check your address and click "Get Directions".





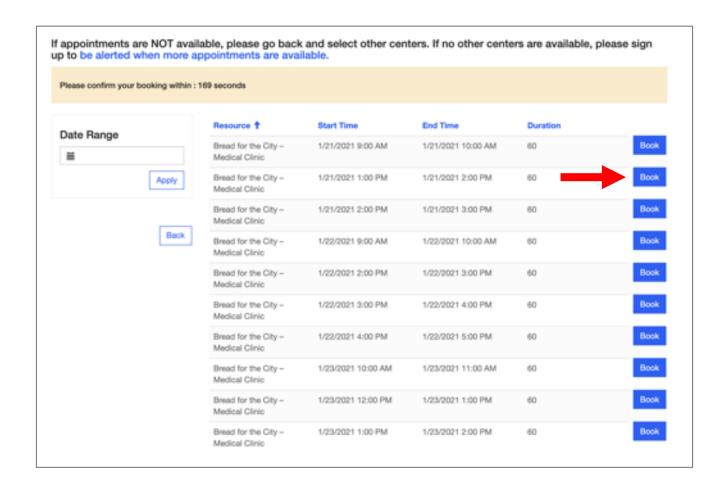








15. Select an appointment. Once you select your location, you will see a list of available appointments. Click "Book" to make your appointment.









16. Next you are asked to review your name, date of birth, and appointment location, date and time. To confirm your booking click "Submit".



Please confirm your booking within: 174 seconds

Please review your appointment selection below before submitting.

Name

Sylvia Murph

DOB

6/4/1940

Vaccination Location *

Bread for the City - Medical Clinic

Start Time *

1/21/2021 2:00 PM

End Time *

1/21/2021 3:00 PM





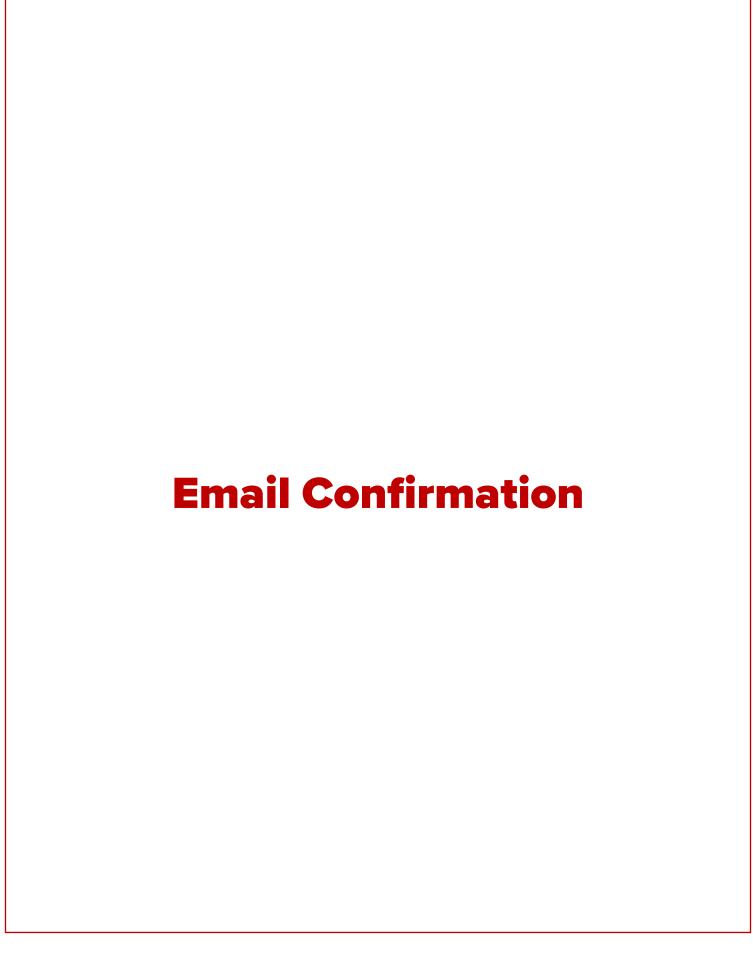
















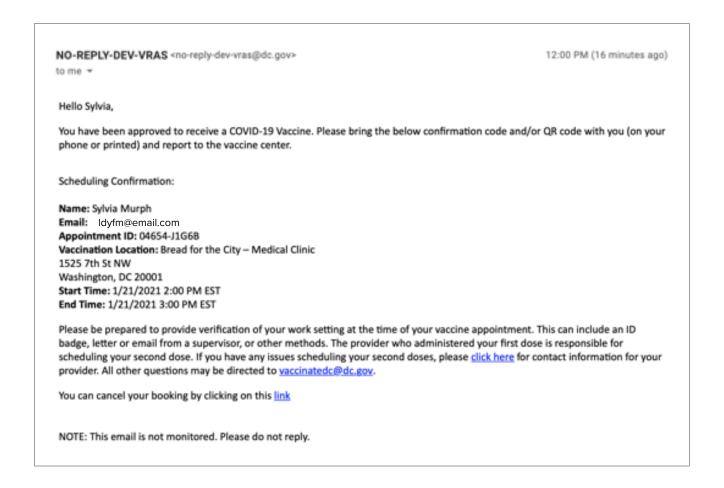




After successfully booked, you will see this confirmation message. Please check your email for a confirmation with full details.



The subject of the email is: **COVID Vaccine Notification - Booking Confirmation.** Be sure to check your SPAM or JUNK folder. After 20 minutes, if you are unable to find the email, please email vaccinatedc@dc.gov for assistance.























1. If you need to cancel your appointment, open your confirmation email for the appointment and select either option at the bottom of the email.

NO-REPLY-DEV-VRAS <no-reply-dev-vras@dc.gov>

12:00 PM (16 minutes ago)

to me +

Hello Sylvia,

You have been approved to receive a COVID-19 Vaccine. Please bring the below confirmation code and/or QR code with you (on your phone or printed) and report to the vaccine center.

Scheduling Confirmation:

Name: Sylvia Murph Email: | Idyfm@email.com Appointment ID: 04654-J1G6B

Vaccination Location: Bread for the City - Medical Clinic

1525 7th St NW Washington, DC 20001

Start Time: 1/21/2021 2:00 PM EST End Time: 1/21/2021 3:00 PM EST

Please be prepared to provide verification of your work setting at the time of your vaccine appointment. This can include an ID badge, letter or email from a supervisor, or other methods. The provider who administered your first dose is responsible for scheduling your second dose. If you have any issues scheduling your second doses, please <u>click here</u> for contact information for your provider. All other questions may be directed to <u>vaccinatedc@dc.gov</u>.

You can cancel your booking by clicking on this link

NOTE: This email is not monitored. Please do not reply.

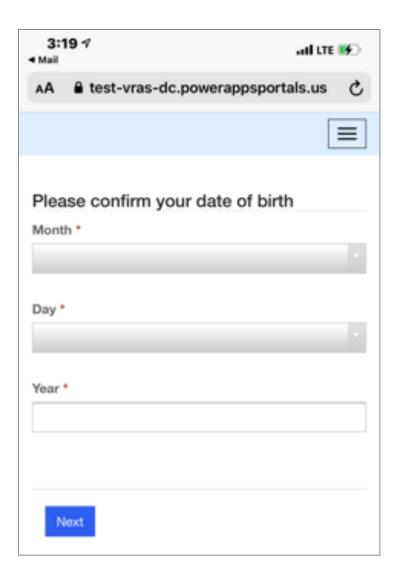








2. Confirm your date of birth.



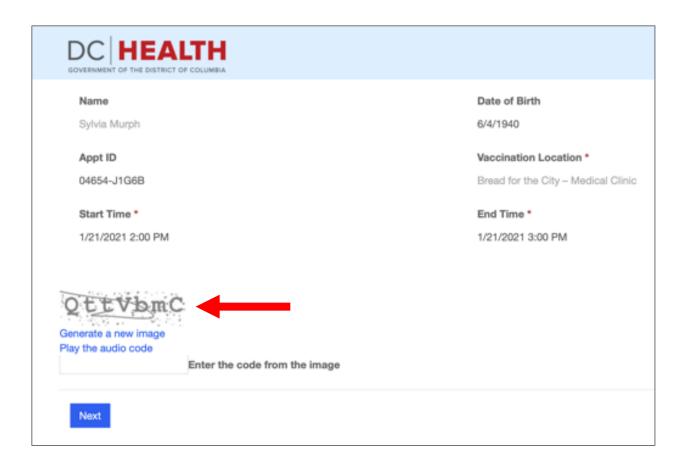








3. Enter the CAPTCHA code shown.



4. Your appointment has now been cancelled.

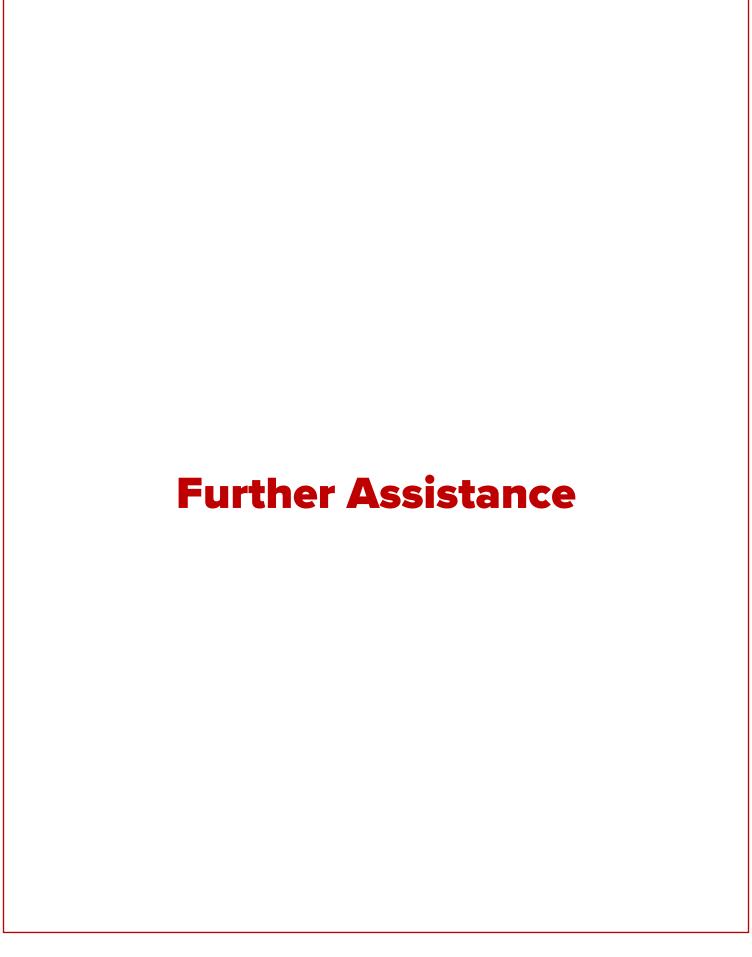




















If you have any difficulty or cannot find your confirmation email, please email vaccinatedc@dc.gov for support.

You may also call the District's call center at 855-363-0333, for further assistance with vaccine registration.

To receive alerts via email or text for future announcements or when more appointments become available go to vaccinate.dc.gov







